

SALTFORD PARISH COUNCIL

7th November 2017

AGENDA

1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 3 October 2017 (draft copies are available on the website and printed copies will be available at the meeting).

2. APOLOGIES FOR ABSENCE

To report any apologies received by the Clerk for inability to attend this meeting.

3. DECLARATIONS OF INTEREST

To receive any declarations of Members' interests in any item on the agenda.
The Council's Code of Conduct defines where a Member has a declarable interest and the effects of declarable interests on participation.

4. PUBLIC TIME

In accordance with Standing Orders, to receive any addresses or statements by members of the public on matters on the Parish Council agenda, limited to three minutes per person.

5. CHAIR'S ANNOUNCEMENTS

To receive any announcements from the Chair.

6. CLERK'S ANNOUNCEMENTS

To receive any announcements from the Clerk.

7. REPORT FROM B&NES WARD COUNCILLORS

To receive any report from B&NES ward councillors for Saltford.

8. PLANNING MATTERS

a) Minutes - To receive and confirm as a correct record the minutes of the Planning Committee meeting held on 17 October 2017 (draft copies are available on the website and printed copies will be available at the meeting).

b) Decisions and Appeals – To note any decisions and any appeals to the Planning Inspector made in respect of Saltford planning applications.

c) Planning items of urgent information – To receive any reports of urgent information related to planning matters.

9. FINANCIAL MATTERS

a) Monthly Financial Report – To receive the monthly financial report for October 2017 (the report is on the Meetings Dates Agendas & Minutes page of the website).

b) Schedule of Expenditure – To authorise all regular payments made or to be made during the month of November 2017 as listed on the schedule (the schedule is on the Meetings Dates Agendas & Minutes page of the website).

c) Website domain renewal – To authorise expenditure of £55.00 to Vision ICT for the biennial .gov.uk domain renewal fee from December 2017 to November 2019 (budget heading Publicity).

10. ALLOTMENT SITE LICENCE

To consider action to take in connection with the Parish Council's allotment site at Wickhouse Close. The licence granted by Curo for use of the site expires on 25 November 2018. The Tenancy Agreements between the Parish Council and each of the 13 allotment tenants state: *The tenancy may be terminated by the Council serving on the tenant not less than twelve months' written notice to quit expiring on or before the 6th day of April or on or after the 29th day of September in any year.*

11. B&NES COUNCIL'S HELAA REVIEW

To consider B&NES Council's Housing & Employment Land Availability Assessment and agree Saltford Parish Council's response in relation to the sites in Saltford. The draft proposed response is in the Councillors Area of the website under Saltford planning issues.

12. B&NES LIBRARIES

To consider B&NES Council's proposals for new community libraries and the implications for Saltford library. B&NES Council recently announced its plan to invest in new community libraries and work with local communities and parish councils to move existing branch libraries onto a community-led model. Such a model requires a volunteer group to be responsible for running costs (rent, rates, utility bills), staff or volunteer management and appropriate IT.

13. POST OFFICE CONSULTATION

To agree the Parish Council's response to the Post Office public consultation on their proposal to move Saltford Post Office from its current location to a new location – McColls Retail Group, 503 Bath Road, Saltford, Bristol, BS31 3HQ. The Post Office is asking for people's views on the proposed new location: how suitable the premises are, how easy it is to get there, how accessible it is, any other local issues which could affect the proposed change, and if there is anything they could do to make it easier for customers. The letter from the Post Office is online in the Councillors Area of the website under Supporting documents for meetings, and also at www.postofficeviews.co.uk (search for Saltford).

14. B&NES COUNCIL'S COMMUNITY EMPOWERMENT FUND

To consider applying for B&NES Council's Community Empowerment Fund by 31 January 2018 for projects that improve a neighbourhood and have community support. At the last

meeting Cllr Chris Warren suggested applying for this funding to clear the overgrown vegetation at the Outlook on The Shallows to open up the view. B&NES Council's views on this proposal have been sought. At the September meeting it was suggested that this funding could help Saltford Parish Council to support the installation of solar PV panels on Saltford Hall.

15. EX-BT PHONE BOX

To consider further action on the ex-BT phone kiosk which is now in the ownership of the Parish Council, covered by its insurance and included in its asset register and asset checking procedure. Cllr Chris Warren to report on the risk assessment undertaken and to give an estimate of the cost of repairs needed. Cllr Jon Godfrey to update members on plans to set up free public wi-fi from the phone kiosk.

16. SALTORD PARISH COUNCIL COMMUNITY AWARDS 2018

To agree the arrangements for Saltford Parish Council's 2018 Community Awards, the winners of which will also be put forward for the B&NES Chairman's Awards. The proposed procedure and nomination form are online in the Councillors Area of the website under Supporting documents for meetings.

17. HIGHWAYS MAINTENANCE 2018/19

To agree which streets in Saltford should be prioritised and recommended for inclusion in B&NES Highways Maintenance programme for 2018/19.

Last year the following were recommended:

1. Claverton Road (especially in front of the school); 2. Justice Avenue; 3. Claverton Road West (the part not done earlier in 2015). Last year B&NES responded that Justice Avenue is under consideration for micro asphalt along with a few other locations in Saltford but neither Claverton Road or Claverton Road West are under consideration.

18. CHURCHYARD HEADSTONE SAFETY CHECK

Cllr Chris Warren to report from the annual churchyard headstone safety check and on the actions recommended to unsafe headstones.

19. WAR MEMORIAL IMPROVEMENTS

To consider planning enhancements to the War Memorial in time for the centenary event. The lease for Saltford's War Memorial has been circulated to councillors for consideration and is in the Councillors Area of the website under Supporting documents for meetings.

20. FIRST WORLD WAR CENTENARY EVENT

To discuss plans for an event to commemorate the centenary of the end of the First World War in November 2018. At the September meeting it was suggested that local families could be invited to bring mementoes, photos and memories along to a gathering at Saltford Hall and a geneology expert could be invited to advise on researching relatives' First World War histories.

21. FEEDBACK FROM NEIGHBOURHOOD WATCH MEETING

To receive feedback from Cllr Duncan Hounsell on this year's Neighbourhood Watch meeting held on 18 October 2017, and to consider any issues arising.

22. FEEDBACK FROM CLERK'S APPRAISAL

To receive feedback from the Clerk's appraisal, which was done by Cllrs Chris Warren and Jon Godfrey on 17 October 2017, and to consider any issues arising.

23. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

To receive any reports from Link Members on external organisations.

24. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

To receive any reports of urgent information from Parish Councillors.

25. PUBLICITY

To consider items to include in the Parish Council's page of SCAN and ideas for the next Parish Council e-newsletter.